



State of Arizona
Department of Education

Jaime A. Molera
Superintendent of
Public Instruction

December 5, 2001
CN: 30-02

MEMORANDUM

To: Administrators, National School Lunch and School Breakfast Programs

From: Rick Hall, MS
Team Leader, Child Nutrition Programs

Subject: Submission of Free and Reduced Price Applications by All Households

The National School Lunch Program, which includes the After School Snack Program, the School Breakfast Program and the Special Milk Program, requires that school food authorities inform households of the availability of free and reduced meals. While school food authorities (SFA) must make households aware of these benefits and provide them with an application to apply, the SFA cannot require a household to submit an application for free and reduced price meal benefits. A SFA wishing to require income information from all households (i.e. Title 1), must obtain income information through another way other than the free and reduced price meals application. SFA's that provide households with multi-use applications must follow the same procedures stated above. Please contact your school lunch specialist if you have any further questions, (602) 542-8700.